

ITMC Council Business Meeting

August 7, 2013

Attendees

Department of Natural Resources and Conservation
Department of Fish, Wildlife, and Parks
Department of Revenue
Teachers' Retirement System
Department of Justice
Department of Environmental Quality
Department of Corrections
Department of Agriculture
Legislative Services Division
Local Government-Ravalli County
Bureau of Crime Control
State Library
Department of Labor and Industry
Department of Commerce
CIO
Department of Higher Education
Governor's Office
Department of Administration, SITSD
Secretary of State's Office

Bill Anker
Barney Benkelman
Tim Bottenfield
Rick Bush
Joe Chapman
Dan Chelini
John Daugherty
John Dayton
Steve Eller
Joe Frohlich
Jerry Kozak (online)
Evan Hammer
Judy Kelly
Larry Krause
Tammy LaVigne (designee)
Edwina Morrison (online)
John Noble
Carol Schopfer
Mark Van Alstyne

Guests

CIA Technologies – Tom Stockburger; **Dell Services** – Bret Collard; **DNRC** – Kreh Germaine; **DOR** – John Levick; **Gartner** – Shawn Engel; **IBM** – Doug Lhotka, Jordan Olivero, Kevin Safstrom, Rick Russell; **Intergra** – Aslinn Merriman; **LAD** – Aubrey Curtis, Miki Cestnik, Greg Olsen; **LFD** – Kris Wilkinson; **OPI** – Jody Troupe; **Oracle** – Justin Tekett; **Software AG** – David Renton;

Real Time Communication (online)

Penne Cross, Jessie Kostoff, Sean Rivera, Jerry Steinmetz, Ed Glenn, Jim Krissovich, Jerry Marks, and Patty Borsberry.

SITSD Attendees

Lynne Pizzini, Dave Carlson, Cheryl Pesta, Chris Kuntz, G. Scott Lockwood, Wes Old Coyote, Maris Cundith, Audrey Hinman, Irv Vavruska, Wes Thompson, Brett Boutin, Doug Volesky, and Kyle Hilmer

Welcome and Introductions – Joe Frohlich, Ravalli County

Information Sharing

Order Continuing the Managers Advisory Council Members – Carol Schopfer

- Carol discovered we are in the off year of the two year Order to Continue.
- We will need to amend the Order to Continue ITMC and add the new members.

Announcement of new/elected Council Members – Joe Frohlich

- Announced the elected Council Members; Ron Baldwin, Joe Frohlich past Chair, Michael Sweeney, Chair, Mike Bousliman, John Daugherty, Mark Van Alstyne, Tim Bottenfield, Larry Krause, and Evan Hammer.

Operating Procedures Discussion – Joe Frohlich (Action Item)

- Carol Schopfer advised that the word “advisory” must remain per the statute.
- John Daugherty moved to accept the Operating Procedures, Barney Benkelman seconded. The motion was unanimously approved.

LGIT (Local Government Information Technology) Update – Joe Frohlich

- LGIT met July 17 and 18, in Kalispell.
- The main topics were mobile management and records management.
- Ron Baldwin and Penne Cross were there and available.

Strategic Planning – Kyle Hilmer for Ron Baldwin/Gartner Representatives

- Ron had wanted to introduce the presentation and to participate because he felt it was very important.
- Ron would like to reopen the process and expand the documentation.
- Looking for other ways to do strategic planning Ron liked Gartner’s model.
- Today, Gartner will be taking you through a 45 minutes presentation of what they have discovered through their research on strategic planning.
- Ron would like the next cycle to be a more participative process.
- Kyle shared the next step is planning round table discussions and a briefing meeting to go into more detail about the Gartner documents and composition.
- Our plan is to present a draft strategic plan at the December meeting.

Electronic Records Management Status Update – Tammy LaVigne for Anita Bangert

- The project charter was signed.
- On August 15, we will begin gathering agencies requirements and document FileNet capabilities. We would like to complete by October 15, and release the RFI by October 30.

Information Technology Conference –Dan Chelini for Penne Cross

- IT Conference will be held the week of December 9th.
- MAGIP (Montana Association of Geographic Information Professionals) Technical Conference will be joining us the first couple of days of the IT Conference.
- Another email will go out asking for participation and topics.
- The early attendee registration fee is still \$75. 00.

Data Protection Initiative/HB10 – Lynne Pizzini

- Lynne provided an overview presentation that is available on the ITMC website or [here](#)

User access control and verification governance

- Lynne asked the group to consider who they would like to be on this team and to let her know.
- Funding is provided with HB10.

Statewide Risk Assessment and penetration testing project

- SITSD is working on a service where we will do risk assessment on agency systems.

June/July Incident Reports – Lynne Pizzini

- June 26 we had a network outage at 12:15 to 12:45 p.m. that effected systems in the Helena area that were attached to Helena Data Center.
 - Reason for the outage was a change made to an agencies environment that caused a spanning tree loop.
 - As a result of the incident we are recommending the use of the change management process when agencies changing equipment or systems at the data center
 - John Daugherty asked for an overview of our current change management process.
 - Lynne asked if ITMC would like SITSD to begin providing additional support or recommendations.
 - Group would like to see standards proposal with the reasoning behind those standards.
- July 26, at 8:20 a.m. the ESX Host Servers had firmware that needed to be updated.
 - Flaw effected systems in Helena and Miles City.
 - Techs worked throughout the day to get systems functioning and back online.
 - Mediation is to better communicate with Dell on firmware patches and to review the semiannual firmware process in place and do more frequently.
 - We recommend investing in software that would allow us to fail over easily to Miles City in an incident such as this.
 - We have applied for a grant.

Mobile Device Management (MDM) – Lynne Pizzini

- We would like to move forward with the purchase of an MDM solution.
- At our meeting tomorrow we will go over the requirements and the process we will use to acquire a product.
 - If you would like to attend let me know.
- The document will be sent to ITMC group.
- Reminder that we have some grants money to purchase the MDM solution.

Policy Update – Lynne Pizzini

- All the old policies have been put back on the mom.mt.gov site.
- Over the next several months we will be consolidating where we have policies, forms, and procedures and putting them on the mom.mt.gov site.
- We are in our final review of the enterprise security policy.
 - Plan to present at the September meeting for your review.

Standing Agenda Items

Posted Report

Microsoft SCCM Endpoint Protection- Irv Vavruska

- Irv was asked when the ESET license expires.
 - Irv answered October 31.

- Asked if there is an opportunity for a volume license to continue ESET?
 - Lynne advised we have come up with a way to help you convert over to Endpoint security and provide the same type of view into the SCCM (System Center Configuration Manager) console at a minimal cost to you.
- Irv answered cost and service questions.
- Lynne's home use recommendation is Microsoft Security Essentials. It is free and will be on the website in October.
- If you have state owned devices that are not connected to the network you will need to buy licenses and we need to know how many.

- **Next Meeting – September 4, 2013**
- **Member Forum- N/A**
- **Public Comment- N/A**
- **Adjourned at 3:32 p.m.**

Parking lot

Communication plan